

Minutes of Meeting held on May 14th 2019, 5:30pm
Venue: UQ, St Lucia Campus, Advanced Engineering Building, Room 49-601
Webex Meeting Number: 591 164 987 Dial in Number (1800456315)

Nilesh Modi, IEEE QLD Section Chair	Jeniffer Zapata IEEE QLD Section Secretary
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Office	Attendance	Pre- sent	Apo- logy	Sky pe/ We- bex	Ab- sent
Chair	Nilesh Modi	X			
Vice Chair	Alexandra Posoldova			X	
Secretary	Jeniffer Zapata	X			
Treasurer	Vaughan Clarkson	X			
Immediate Past Chair	Daniel Eghbal			X	
Newsletter Editor	Mike Robinson	X			
Webmaster	Farzad Faradjizadeh		X		
Professional Activities	Waaail Lafta				X
Membership Development chair	Sudarshan Dahal				X
Awards & Recognition	Mike Robinson	X			
Student Activities Chair	Rasoul Garmabdari		X		
Student Activities Assistant Chair	Mohammadhossein Etesami				X
Educational Activities Chair	Rasoul Garmabdari				X
Engineers Australia Liaison	Tapan Saha		X		
TISP	Michael Cowling		X		
Women in Engineering (Chair)	Negareh Ghasemi	X			
Women in Engineering (Vice chair)	Marie-Luise Wille			X	
Women in Engineering (Secretary)	Hanxiao Zhang				X
Aerospace and Electronic Systems Chapter (Chair)					

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Aerospace and Electronic Systems Chapter (VC)	Jason Williams				X
Aerospace and Electronic Systems Chapter (Sec)	Hanxiao Zhang				X
Computational Intelligence Chapter (Chair)	Andrew Lewis	X			
Computational Intelligence Chapter (VC)	Garima Samavedi				X
Computational Intelligence Chapter (Sec)	Toshi Sinha				X
Computational Intelligence Chapter (Treasurer)	Zahra Jadidi				X
Computer Chapter (Chair)	Rijab Rana				X
Computer Chapter (VC)					
Computer Chapter (Sec)	Mike Robinson	X			
Computer Chapter (Treasurer)					
Control Sys/Robo & Auto Chapter (Chair)	Waail Lafta				X
Control Sys/Robo & Auto Chapter (VC)					
Control Sys/Robo & Auto Chapter (Sec)					
Engineering in Medicine & Biology Chapter (Chair)	Qing Zhang				X
Engineering in Med & Biology Chapter (VC)	Mohanraj Karunanithi				X
Engineering in Med. & Biology Chapter (Sec)	Vanessa Smallbon	X			
MTT/AP Chapter (Chair)	Antony Lui		X		
MTT/AP Chapter (VC)	Hugo Espinosa			X	
MTT/AP Chapter (Secretary)	Anthony Stancombe	X			
Power & Energy Chapter (Chair)	Tapan Saha		X		
Power & Energy Chapter (VC)	Chandima Ekanayake			X	
Power & Energy Chapter (Secretary)	Mohammadhossein Etesami				X

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Power and Energy Chapter (treasurer)	David Batterham			X	
Signal Pro & Comms Chapter (Chair)	Kristian Weegink	X			
Signal Pro & Comms Chapter (VC)	Greg Hislop				X
Signal Pro & Comms Chapter (Sec)	Muhammad Moh-tasim				X
Young Professionals Affinity Group (Chair)					
Young Professionals Affinity Group (VC)	Celeste De Mezieres				X
Young Professionals Affinity Group (Sec)	Reuben Peterkin				X
Young Professionals Affinity Group (Treasurer)					
PE/IE/EA (Chair)	Mahinda Vi-lathgamuwa				X
PE/IE/EA (VC)	Junwei Lu				X
PE/IE/EA (SEc)	Firuz Zare				X
PE/IE/EA (Treasurer)	Mohammadhossein Etesami				X
Student Counsellor QUT	Ghavam Nourbakhsh		X		
QUT Student Branch, Chair	Tara Shabab	X			
QUT Student Branch, Vice-Chair	Babak Jeddi				X
QUT Student Branch, Secretary	Jennifer Zapata Gi-raldo	X			
QUT Student Branch, Treasurer	Mohsen Khorasany			X	
UQ student branch Councillor	Chandima Ekanayake			X	
UQ student branch Chair	Rohith Nuna				X
UQ student branch VC	Ricky Nguyen				X
UQ Student Branch Secretary					
Student Counsellor GU-Nathan	Sascha Stegen				X
GU Nathan Student Branch Chair					

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GU Nathan Student Branch Vice-Chair					
GU Nathan Student Branch Secretary					
GU Nathan Student Branch Treasurer					
Student Counsellor GU-GC	Stephen So		X		
GU-GS Student Branch Chair					
GU-GS Student Branch Vice-Chair					
GU-GS Student Branch Secretary					
Student Counsellor USQ					
Student Counsellor CQU – Brisbane	Michael Cowling		X		
Student Counsellor CQU – Rockhampton					
Australian Oceanic Engineering Chapter – Queensland Rep					
Power and Energy Chapter (student rep chair)	Sameera Samarasinghe	X			
Power and Energy Chapter (student rep vice-chair)	Indira Alcaidegodinez	X			
IEEE ç President					
IEEE HKN VP					
IEEE HKN Secretary					
IEEE HKN Treasurer	Ashley Gillman				X
IEEE HKN Media officer					
IEEE HKN - Faculty advisor					
SSIT Chair					
SSIT Vice-Chair					
SSIT Secretary					

The fifth Queensland Section meeting for 2019 started at 5:30pm after Chair noted that the required quorum was present and welcomed the members. Jenniffer Zapata (Secretary) recorded the minutes.

1. **Attendance and apologies:** as noted.

2. **Confirmation of agenda:** agenda confirmed.

3. **Business arising from the last meeting:**

2019_04_01: close

2019_04_02: ongoing

2019_04_03: ongoing

2019_04_04: close

2019_04_05: ongoing

2019_04_06: ongoing

2019_04_07: close

2019_04_08: close

2019_04_09: close

4. **Approval of minutes from April meeting:** minutes of last meeting were circulated and approved.

Proposer: Nilesh

Second: Michael

5. **Reports from the Section Committee**

5.1. **Chair**

5.1.1. Discussion of 2019 Electrical Engineer Australia Fraternity Dinner.

It was proposed to support IEEE Queensland members for attending the 2019 Electrical Engineer Australia Fraternity Dinner with a maximum of 10 members. The section will cover 50% of the fee. It was also proposed to support \$500 for this event..

Propose: Nilesh

Seconded: Vaugh **Approved**

5.1.2. List of events submitted in L31.

It was remembered to the committee members that every chapter needs to organise two events for the year and subsequently submit them to the IEEE platform.

Action item 2019-05-01: Nilesh to send email to remind every chapter to organise the activities.

5.1.3. Region 10 professional activity chair.

There is funding available for this type of activities. Nilesh sent proposal for a half a day event. CPD seminars – he submitted a proposal to R10 asking for 450 USD

5.2. **Vice Chair**

5.2.1. Blockchain &IoT interest group

5.3. Secretary

5.3.1. Social media: Profile Daniel for next publication.

5.4. Treasurer

Treasurer report was circulated before meeting.

Bank Australia has informed the signatories that the three-year term deposit is about to mature. Vaughan moved that, in line with the other two term deposits that had been held at Bank Australia, it be closed and the money transferred to our ANZ account. Vaughan further proposed to re-establish a three-year term deposit at ANZ.

Motion: Vaughan **Seconded:** Nilesh **Approved**

The section received the student branch rebates.

5.5. Awards & Recognition

It was discussed the way Queensland Section recognize their volunteers. The system for the recognition of service is from 2007 and one of the requirements is to attend 80% of the executive meetings. Some of the committee members expressed their inconformity with this system, which arose the question if it is time to change the system. It was decided to re-examine it and also to check what other Australian sections are doing.

Action item 2019_05_02: Nilesh to come up with ideas to improve the award system and to ask for advice to other sections like New South Wales.

5.6. Professional Activities

Nothing to report.

5.7. Student Activities

Nothing to report. However, it was discussed the possibility to create a proposal for a student, young professionals and fellow members meeting.

Action item 2019_05_03: Jenniffer to send email to Rasoul to discuss the proposal further.

5.8. Membership Development

It was discussed the possibility to do a "Recruit senior member program". The section has done in the past a BBQ in order to motivate members to apply for seniors.

Action item 2019_05_04: Nilesh to talk to membership development chair to organize bbq for members.

5.9. Educational Activities

Nothing to report

5.10. Newsletter Editor

Nothing to report.

5.11. Webmaster

It is important that every member check that the information for the chapters is correct in the web page of the section.

5.12. TISP

Nothing to report.

6. Student Chapter activities:

6.1. UQ

Nothing to report

6.2. UP PES

It has been planned a competition for UQ post graduates and undergraduates on electrical engineering, physics, mathematics. They asked for 200\$ for gifts and refreshments.

Proposer: Sameera

Supported: Nilesh

Approved

6.3. QUT

The student branch is going to unite with EMBS in an upcoming event.

6.4. GU (GC)

Nothing to report.

6.5. GU (Nathan)

Nothing to report.

6.6. CQU

Nothing to report.

6.7. USQ

Nothing to report.

7. Chapter & Affinity Group reports and plans for 2019

7.1. Aerospace & Electronic Systems

Nothing to report.

7.2. Computational Intelligence

Nothing to report

7.3. Computer Society

It was discussed that there have been no meetings between the committee members.

7.4. Control Systems/Robotics & Automation

Nothing to report.

7.5. Engineering in Medicine & Biology

It was requested 100\$ funding for catering after the talk.

Proposed: Vanessa **Second:** Jenniffer **Approved**

7.6. Microwave Theory & Techniques/Antennas & Propagation

FEKO workshop. The chapter withdraw the application for catering funding.

In May there is going to be an event called “Harmonising engineering education with nature”. The committee suggested the involvement of educational activity chair.

In August, there are going to be two seminars from a DL tour. The chapter requested 100 USD to cover the DL domestic airfare.

Proposer: Antony **Seconded:** Nilesh **Approved**

In June, there is going to be an industry seminar. The chapter will inform in the next committee meeting if they require funding.

7.7. Power & Energy and DEIS Joint Chapter

The society has a competition for two scholarships with an equivalent of 4000\$. This year three members presented an EOI.

Motion: to split into three equals parts the money for the scholarships.

Supported: Nilesh and Vaugh **Approved**

7.8. Power Electronic/Industrial Electronics/ Industry Applications

It was requested 500\$ for DL conference.

Proposer: Mohammadhossein Etesami **Seconded:** Nilesh **Approved**

7.9. Signal Processing/Communications

It was reported that the journal club meetings have been successful.

7.10. Young Professionals

Nothing to report.

7.11. Women In Engineering

Negareh is organizing a WIE forum in ICPES2019, an event that will be held in December in Perth. It was discussed whether this event can be account for WIE Queensland because it is going to be in Perth.

Action item 2019_05_05: Negareh to discuss with the conference organizer to provide a facility to have an online discussion (something like Webex) to involve more QLD delegates in this discussion.

7.12. IEEE HKN Mu Kappa Chapter

Mu Kappa chapter will have their AGM for year 2019 tomorrow (15th May) to elect committee members for the year 2019/2020. The AGM will also followed by a new member induction. We are organizing a tutoring session for UQ undergrads in 1st week of June.

7.13. IoT

With help of Nilesh, funding request was submitted to R10 Professional Activities to organise half day work shop. Alexandra will contact Engineers Australia to organise

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join event. Facebook page for this interested group was launched: facebook.com/IEE-EQLDBlockchainIoT

8. Any other business.
9. Next meeting (June 2019).

ACTION LIST

Actions shaded dark have been either completed or cancelled.
(Numbering Scheme: Meeting#-Action Number-Year).

Action No	Description	Completion Date	Status
2019_05_01	Nilesh to send email to remind every chapter to organise the activities.	Before next meeting	
2019_05_02	Nilesh to come up with ideas to improve the award system and to ask for advice to other sections like New South Wales.	Before next meeting	
2019_05_03	Jennifer to send email to Rasoul to discuss the proposal further	Before next meeting	
2019_05_04	Nilesh to talk to membership development chair to organize bbq for members.	Before next meeting	
2019_05_05	Negareh to discuss with the conference organizer to provide a facility to have an online discussion (something like Webex) to involve more QLD delegates in this discussion.	Before next meeting	

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Budget requests

Item name	date	Requested amount	Approved
Support for members to attend the 2019 Electrical Engineer Fraternity Dinner	13-06-2019	1000 AUD	Yes
Catering for EMBS talk	27 TH May 2019	100 AUD	Yes
To cover DL airfare from MTT chapter	Pendent	100 USD	Yes
DL conference from Power Electronic/Industrial Electronics/ Industry Applications	Pendent	500 AUD	Yes